



*Weare Public Library*  
10 Paige Memorial Lane  
P. O. Box 227  
Weare, NH 03281  
Phone: (603) 529-2044  
Fax: (603) 529-7341  
E-mail: [wearepl@comcast.net](mailto:wearepl@comcast.net)

*Board of Trustees*  
Raymond J. Kelly, Chairman  
Susan Morin, Treasurer  
Terri Wahnowsky, Secretary  
Paul Marsh, Alternate  
Jill Tacy, Alternate

Christine Hague, Director

## Trustees Meeting Minutes

Thursday, July 3, 2008

Meeting called to order at 6:30 p.m.

Present: Ray Kelly and Susan Morin, Trustees; Paul Marsh and Jill Tacy, Alternate Trustees; Chris Hague, Director

Minutes from the last meeting were reviewed. Alternate Marsh moved to accept and Chairman Kelly seconded the motion.

### **Reports:**

#### **Director's Report**

Vandalism on a bench outside the library. The bench was spray painted. The Weare Police came to take a look at the vandalism. Pictures were taken, the incident was documented and the police cleaned up the bench.

The Fire Department came due to an incident with an old UPS sparking. No harm was done. A Power Failure was the cause of the problem with the UPS. The power supply and generator for the library was checked by Paul Bessey. He doesn't like the way it's looks and would like to come back for a second look.

#### **Trustee's Report:**

PILOT programs provides upper level administration & management with tools & educational programs to more efficiently achieve their governance responsibilities. Primex is holding a Powers and Duties of Governing Boards workshop in Weare on July 10<sup>th</sup> from 5:45 – 8pm.

### **Old Business:**

#### **Investment Policy**

Discussed each member's review of sample investment policies after the last meeting. There is a concern with diversifying current holdings. Investment policy to include statement regarding future contributions allowing the previous contributions to be grandfathered in. Invest policy is required to be reviewed annually by law. Alternate Marsh will work on the wording for the investment policy.

### **Landscape and Maintenance Policy**

Reviewed the problem with the landscaping as discussed last month. Trustees for Trust funds approached Director Hague last month asking about landscaping at the library. The library has used Hillsboro County corrections for spring clean up and mulching for the past four years. The Trustees of Trust Funds asked Director Hague to attend their June meeting to discuss landscaping. Director Hague was unable to attend due to a death in the family but sent a letter to the Trustees of the Trust Funds explaining the Library Trustees wishes for landscaping. The landscaper has been directed not to cut the shrubbery at the library until the issue is resolved. The Trustees of Trust Funds spoke with Director Hague and discussed their concern with the commingling of private and public funds. Director Hague will be attending a Trustees of the Trust Funds meeting on July 14 to discuss the landscaping at the library. The Trustees of the library asked Director Hague to get an estimate for shrubbery trimming as a fall trimming will be needed this year.

### **Children's Librarian Search**

Director Hague set out the criteria for the children's librarian position in advertising and in the application packet. None of the applicants have library training. The Trustees discussed what to do on July 27<sup>th</sup> when Cora is gone and the children's librarian position is vacant. Director Hague and the Trustees discussed reallocating current staff and resources to fill in the gaps until a replacement is found. The Trustees set the beginning of October as a date to review and revise the job description and qualifications if a viable candidate has not been found. Director Hague will staff the children's room with subs for a week and will bring a plan to the August 7<sup>th</sup> meeting that will outline how to reallocate staff hours and add a long term sub to cover the children's librarian position. Alternate Marsh made a motion to authorize temporarily adding additional hours for Thelma up to seven additional hours a week as needed and as the budget allows. This motion was seconded by Alternate Tacy. The Trustees approved this temporary plan which will be reviewed at the August 7<sup>th</sup> meeting when Director Hague will present a plan for staff reallocation and a long term sub.

### **New Business:**

#### **Borrowing Policy**

The borrowing policy will be reviewed at the next meeting after the Trustees have had a chance to read it.

#### **New computers**

The library still has more computer upgrades & software upgrades to do. Money from the library capitol reserve fund for computers must be spent by the end of 2009.

#### **Next Meeting**

August 7, 2008 at 6:30 p.m.

Alternate Marsh moved to adjourn. Treasurer Morin seconded the motion. Meeting adjourned at 8:26 p.m.

Jill Tacy  
Alternate Trustee